

Strategic Prevention Framework State Incentive Grant
(SPF SIG)

Draft of Minutes for
Evaluation Workgroup Meeting

January 23rd, 2007

ATTENDEES: Bob Levy, Harold Kooreman, Rebecca Smith, Marcia French, and Neal Holtan, Jeff Barber, Lin Montgomery, Kim Manlove.

WELCOME

Bob Levy opened and welcomed all to the meeting.

Approval of Minutes (12/19/06)

A review of the past meeting's minutes was done and approval given.

UPDATE REPORTS

SEOW Update on community readiness survey

Harold reported that the survey was released last week and they were pleased with the response thus far. 115 responses have been received, though they have experienced challenges with the technology, they believe that the problems have been solved and anticipate further responses of the survey forth coming. Additional reminders will be sent and they hope to receive responses anywhere from between 700 and 900.

Review of Recent Emergency Meetings

An emergency meeting was called on January 12th to respond to the concerns of PIRE/CSAP with regards to the State Strategic Work Plan submitted in October. Jo Birkmeyer and Neal Holton came to help direct the changes that needed to happen for the plan's approval under the direction of Mike Lowther. Jo presented an overview of the SPF SIG goals and strongly encouraged Indiana to limit the number of priorities to be funded through the project. The presentation illuminated all the work that must accompany each priority and a review of criteria to narrow the focus was conducted. A consensus was reached that the priorities most likely to be funded were alcohol, cocaine and meth, based on the data provided by the SEOW and epi-profile. An allocation approach was discussed and a recommendation for the information to be presented to the Executive Committee was agreed upon. One week later, on January 19th Eric Wright and Marcia French presented the options to the Executive Committee and a vote was taken and supported unanimously by the committee to support the 3 priorities for funding, an allocation of 60/20/20 respectively with alcohol, meth and cocaine, and that the grants be split into 2 phases; the Planning Phase-which all communities must complete to be considered for the 2nd phase which is the Program Implementation Phase. The Executive Committee agreed that the findings be presented to the GAC the following week for an endorsement.

Strategic Work Plan

The Strategic Work plan will be updated upon the endorsement of the GAC and attempts to have the re-write completed by the end of the week and sent back to CSAP for approval is the priority. It is anticipated that after the re-submission of the plan the turn around for the approval will be within 2 weeks.

Training and Outreach Update

Marcia gave an update on the workings of the T/O workgroup. An update on the emergency meetings was reported, and a review of the newsletter which is anticipated to be out by the end of the week was given. The release of the newsletter will be done by the Office of Faith Based

Community Initiatives and it is expected that each office and agency will assist with the distribution to cover as much of the potential state communities as possible who would be appropriate recipients. The rollout of the SPF SIG Project timeline and steps is going to be consistent with the original document with the exception of the dates being pushed out to coincide with the approval date of the Strategic Plan.

Evaluation with communities and the Indicator Documents

Discussion on whether the sub-recipient community's will be required to use the evaluation surveys we are currently using in meetings was agreed to be beneficial for the purposes of consistency and cross-site evaluation standards. The beginnings of the state-wide interviews, process/evaluation and other evaluation modes were agreed to be most advantageous with standardization. A suggestion that the surveys be scanable to have the Evaluation Workgroup help communities identify quickly areas of concern and offer suggestions and assistance in making their efforts more beneficial and profitable. Harold passed out the Indicator documents and explained the rationale of formulating them, how they will be used to identify the communities most likely to be considered for the funding, and what indicators are being considered to comply with the highest need/highest contributor model.

New Business:

The workgroup discussed the importance of making the SPF process pervasive for all 92 counties and not just the 10-15 which are to be funded. Lin reported on the trainings that are occurring with the Community Consultants of the SPF process and how each community is being encouraged to come up with a Strategic Plan. The LCC's and community consultants will play an intricate role in building the capacity of the state and assisting the communities in understanding the importance of reporting data and implementing the SPF process. She further informed the workgroup on the regional and cluster trainings they are doing currently. Kim suggested that we consider what the role of the GAC would become after the initial working to complete and get approved the Strategic Plan. The hope is that the GAC can be used in a productive manner to further the efforts of building capacity in the state. Neal brought up a program in Iowa that is called the AC4C program to build and maintain coalitions and their efforts which meets quarterly. This was compared to a coalition begun in Indiana, 'Hoosier Advocates'. It was agreed that we need to further explore these issues and give attention to the evaluation processes forthcoming with the communities and GAC.

Next Meeting Focuses:

Evaluation documents to be used with sub-recipient communities

Bringing efforts of all communities to the same table and what the continued role of GAC might include

MEETING SCHEDULE

The next meeting will be February 20th, at 10:30 am.

ADJOURNMENT

The meeting was adjourned by the Chair.